

# STATE OF KANSAS

DEPARTMENT OF HEALTH AND ENVIRONMENT  
DIVISION OF HEALTH CARE FINANCE  
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GOVERNOR JEFF COLYER, M.D.  
JEFF ANDERSEN, ACTING SECRETARY

## **MEMORANDUM**

**TO:** Health Care Commission  
J. Scott Day  
Steve Dechant  
Kenneth Selzer  
Sarah Shipman  
Heather Young

**FROM:** Mike Michael

**DATE:** February 5, 2018

**SUBJECT:** Wellness Consulting Contract

The contract for wellness consulting services was awarded by the HCC to CBIZ Consulting on August 31, 2015. At that time, CBIZ's proposal provided consulting services at a lower monthly retainer cost than the other bidder. The contract is set to expire December 31, 2018. A renewal offer to extend this program has been received and reviewed by staff. CBIZ has proposed a three (3) year extension of the contract at the same monthly retainer (\$1,700 per month) for the entire contract extension period.

CBIZ provides wellness consultants who have knowledge and experience in wellness programs to provide the SEHP staff with updates on changes in the market that may affect the compliance or features of the wellness and EAP programs. They work with the SEHP staff to ensure that compliance is maintained with state and federal legislation, providing educational information via webinars, newsletters or conference calls. CBIZ staff assist with wellness RFP development and bid reviews for EAP and wellness services and participate in the onsite negotiations with potential vendors. They provide consultation to the SEHP staff on developing trends in wellness and EAP services. CBIZ works with the SEHP staff and the wellness vendor to promote the wellness champion network at agencies across the state and assists with developing educational information for the HealthQuest wellness champion's monthly call. During the legislative session they provide information needed to respond to informational requests from the legislature.